

City of Albuquerque

P.O. Box 1293, Albuquerque, NM 87103

June 25, 2012

Tim Trujillo
Dekker Perich Sabatini
7601 Jefferson NE, Suite 100/87109
Phone: 505-761-9700/Fax: 505-761-4222
E-mail: timt@dpsdesign.org

Dear Tim:

Thank you for your inquiry of June 25, 2012 requesting the names of **ALL Neighborhood and/or Homeowner Associations and Coalitions** who would be affected under the provisions of O-92 by your proposed project at **(EPC SUBMITTAL) – TRACT X-1-A2 PLAT OF TRACTS Z-1-A1 AND X-1-A2, TRAC X-1-A1 PLAT OF TRACTS X-1-A1 AND X-1-A2 AND TRACT X-2-A AMENDED PLAT OF TRACS X—A AND X-2-B, THE UNIVERSITY OF ALBUQUERQUE URBAN CENTER, LOCATED ON ST. JOSEPH'S DRIVE NW BETWEEN COORS BOULEVARD NW AND ATRISCO DRIVE NW** Zone Map: **G-11**.

Our records indicate that the **Neighborhood and/or Homeowner Associations and Coalitions** affected by this proposal and the contact names are as follows:

See "Attachment A" for the names of the NA/HOA's/Coalitions to contact in regards to this EPC Submittal.

Please note that according to O-92 you are required to notify each of these contact persons by certified mail, return receipt requested, before the Planning Department will accept your application filing. **IMPORTANT!** Failure of adequate notification may result in your Application Hearing being deferred for 30 days. If you have any questions about the information provided, please contact me at (505) 924-3902 or via an e-mail message at swinklepleck@cabq.gov or by fax at (505) 924-3913.

Sincerely,
Stephani Winklepleck
Stephani Winklepleck
Neighborhood Liaison
OFFICE OF NEIGHBORHOOD COORDINATION
Planning Department

**LETTERS MUST BE SENT TO BOTH
CONTACTS OF EACH
NEIGHBORHOOD AND/OR
HOMEOWNER ASSOCIATION.**

planningrnaform(03/20/12)

PLEASE NOTE: The
Neighborhood and/or
Homeowner Association
information listed in this letter is
valid for one (1) month.

If you haven't filed your
application within one (1)
month of the date of this letter
– you will need to get an
updated letter from our office

!!!Notice to Applicants!!!

SUGGESTED INFORMATION FOR NEIGHBORHOOD NOTIFICATION LETTERS

Applicants for Zone Change, Site Plan, Sector Development Plan approval or an amendment to a Sector Development Plan by the EPC, DRB, etc. are required under Council Bill O-92 to notify all affected recognized neighborhood associations PRIOR TO FILING THE APPLICATION TO THE PLANNING DEPARTMENT. Because the purpose of the notification is to ensure communication as a means of identifying and resolving problems early, it is essential that the notification be fully informative.

WE RECOMMEND THAT THE NOTIFICATION LETTER INCLUDE THE FOLLOWING INFORMATION:

1. The street address of the subject property.
2. The legal description of the property, including lot or tract number (if any), block number (if any), and name of the subdivision.
3. A physical description of the location, referenced to streets and existing land uses.
4. A complete description of the actions requested of the EPC:
 - a) If a **ZONE CHANGE OR ANNEXATION**, the name of the existing zone category and primary uses and the name of the proposed category and primary uses (i.e., "from the R-T Townhouse zone, to the C-2 Community Commercial zone").
 - b) If a **SITE DEVELOPMENT OR MASTER DEVELOPMENT PLAN** approval or amendment describe the physical nature of the proposal (i.e., "an amendment to the approved plan to allow a drive-through restaurant to be located just east of the main shopping center entrance off Montgomery Blvd.").
 - c) If a **SECTOR DEVELOPMENT PLAN OR PLAN AMENDMENT** a general description of the plan area, plan concept, the mix of zoning and land use categories proposed and description of major features such as location of significant shopping centers, employment centers, parks and other public facilities.
 - d) The name, address and telephone number of the applicant and of the agent (if any). In particular the name of an individual contact person will be helpful so that neighborhood associations may contact someone with questions or comments.

Information from the Office of Neighborhood Coordination

The following information should always be in each application packet that you submit for an EPC or DRB application. Listed below is a "Checklist" of the items needed.

- ☒ **ONC's "Official" Letter to the applicant (if there are associations). A copy must be submitted with application packet -OR-**
- ☐ **The ONC "Official" Letter (if there are no associations). A copy must be submitted with application packet.**
- ☒ **Copies of Letters to Neighborhood and/or Homeowners Associations (if there are associations). A copy must be submitted with application packet.**
- ☒ **Copies of the certified receipts to Neighborhood and/or Homeowners Associations (if there are associations). A copy must be submitted with application packet.**

Just a reminder - Our ONC "Official" Letter is only valid for a one (1) month period and if you haven't submitted your application by this date, you will need to get an updated letter from our office.

Any questions, please feel free to contact Stephani at 924-3902 or via an e-mail message at swinklepleck@cabq.gov.

Thank you for your cooperation on this matter.

(below this line for ONC use only)

Date of Inquiry: 06/25/12 Time Entered: 2:10 p.m. ONC Rep. Initials: siw

"ATTACHMENT A"

Tim Trujillo
Dekker Perich Sabatini
7601 Jefferson NE, Suite 100/87109
Phone: 505-761-9700/Fax: 505-761-4222
Zone Map – G-11

LADERA HEIGHTS N.A. (LDH) "R"

- ***Allan Ludi**
6216 St. Josephs NW/87120 839-9153 (h)
- Marie Ludi
6216 St. Josephs NW/87120 839-9153 (h)

VILLA DE PAZ H.O.A., INC. (VDP)

- ***John Scholz**
115 Calle Solse Mete NW/87120 489-3402 (h)
- Judy Kanester
54 Calle Monte Aplanado NW/87120

VISTA GRANDE N.A. (VTG) "R"

- ***Berent Groth**
3546 Sequoia Pl. NW/87120 266-6700 (h)
- Richard Schaefer
3579 Sequoia Pl. NW/87120 836-3673 (h)

WESTSIDE COALITION OF N.A.'S

- ***Gerald (Jerry) C. Worrall**, 1039 Pinatubo Pl. NW/87120 839-0893 (h) 933-1919 (c)
- Candelaria (Candy) Patterson, 7608 Elderwood NW/87120 321-1761 (c)

*** indicates President of Association**

June 26, 2012

Gerald C. Worrall
Westside Coalition of Neighborhood Associations
1039 Pinatubo Pl NW
Albuquerque, NM 87120

Re: Oxbow Town Center - North
Coors Boulevard NW, north side of St. Josephs Drive
Request for Site Development Plan for Subdivision and Building Permit for Tracts X-1-A1 & X-1-A2
Request for University of Albuquerque Sector Development Plan Amendment for Parcel B
Request for Zone Map Amendment to allow residential uses on Parcel B

Dear Mr. Worrall:

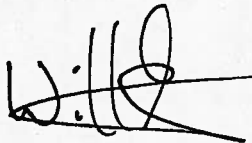
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The Site Development Plan for Subdivision and Building Permit requests cover 15.2 acres on Tract X-1-A2, which is currently designated for office uses. This project proposes 150 units of senior housing and 224 units of family-oriented apartments. The senior housing would be closest to Coors Boulevard while the family apartments would be on the west side of Quaker Heights Rd. The northwest corner of Coors and St. Josephs Drive would be reserved for future retail. All of the proposed uses would be built with a consistent set of design guidelines that reflect the Campus Mission Style architecture, which reflects that of the St. Pius campus.

The area is a designated Community Activity Center, establishing a framework for a mix of uses, including medium density residential. The goal is to provide a mix of residential and commercial uses for the surrounding area at a scale and density appropriate to the area.

The EPC hearing date is scheduled for August 9th, 2012. If you have any questions or need clarification of anything contained herein, please contact Tim Trujillo or myself at 761-9700.

Sincerely,



Will Gleason, AICP
Dekker/Perich/Sabatini Ltd.
Agent for Oxbow Town Center LLC

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interiors
landscape
planning
engineering

7005 1820 0001 2729 1104

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Total Postage & Fees	\$ 5.70

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Sent To **MARIE LUDI**
 Street, Apt. No.,
 or PO Box No. **6216 ST. JOSEPHS NW**
 City, State, ZIP+4[®]
ALBUQUERQUE, NM 87120

PS Form 3800, June 2002

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Return Receipt Fee (Endorsement Required)	2.35
Restricted Delivery Fee (Endorsement Required)	
Total Postage & Fees	\$ 5.70

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Sent To **ALLAN LUDI**
 Street, Apt. No.,
 or PO Box No. **6216 ST. JOSEPHS NW**
 City, State, ZIP+4[®]
ALBUQUERQUE, N.M. 87120

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Total Postage & Fees	\$ 5.70

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Sent To **JOHN SCHOLZ**
 Street, Apt. No.,
 or PO Box No. **115 CALLE SOLSE METE NW**
 City, State, ZIP+4[®]
ALBUQUERQUE, NM 87120

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Restricted Delivery Fee (Endorsement Required)	
Total Postage & Fees	\$ 5.70

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Sent To **JUDY KANESTER**
 Street, Apt. No.,
 or PO Box No. **54 CALLE MONTE APLANADO NW**
 City, State, ZIP+4[®]
ALBUQUERQUE, NM 87120

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Restricted Delivery Fee (Endorsement Required)		
Total Postage & Fees	\$ 5.70	

Sent To **RICHARD SCHAEFER**
Street, Apt. No.,
or PO Box No. **3579 SEQUOIA PL NW**
City, State, ZIP+4
ALBUQUERQUE, NM 87120
PS Form 3800, June 2002 See Reverse for Instructions

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Return Receipt Fee (Endorsement Required)	2.35	
Restricted Delivery Fee (Endorsement Required)		
Total Postage & Fees	\$ 5.70	

Sent To **BERENT GROTH**
Street, Apt. No.,
or PO Box No. **3546 SEQUOIA PL NW**
City, State, ZIP+4
ALBUQUERQUE, NM 87120
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Restricted Delivery Fee (Endorsement Required)		
Total Postage & Fees	\$ 5.70	

Sent To **CANDELAIRIA PATTERSON**
Street, Apt. No.,
or PO Box No. **7608 ELDERWOOD NW**
City, State, ZIP+4
ALBUQUERQUE NM 87120
PS Form 3800, June 2002 See Reverse for Instructions

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Sent To **GERALD C. WORRALL**
Street, Apt. No.,
or PO Box No. **1039 PINATUBO PL NW**
City, State, ZIP+4
ALBUQUERQUE, NM 87120
PS Form 3800, June 2002 See Reverse for Instructions

CITY OF ALBUQUERQUE

TRAFFIC IMPACT STUDY (TIS) FORM

APPLICANT: Oxbow Town Center, LLC DATE OF REQUEST: 6/27/2012 ZONE ATLAS PAGE(S): G-11-Z

CURRENT:

ZONING SU-3 for C-2 / O-1

PARCEL SIZE (AC/SQ. FT.) approx. 14.3 acres

LEGAL DESCRIPTION:

TRACT X-1-A2 UNIVERSITY OF ALBUQUERQUE
URBAN CENTER

REQUESTED CITY ACTION(S):

ANNEXATION ☐

ZONE CHANGE ☒: From SU-3 for C-2/O-1 To SU-3 for C-2/O-1/R-3 SUBDIVISION*

SECTOR, AREA, FAC, COMP PLAN ☐

AMENDMENT (Map/Text) ☒

SITE DEVELOPMENT PLAN:

☒ AMENDMENT ☐

☒ BUILDING PERMIT ☐ ACCESS PERMIT ☐

☐ BUILDING PURPOSES ☐ OTHER ☐

*includes platting actions

PROPOSED DEVELOPMENT:

NO CONSTRUCTION/DEVELOPMENT ☐

NEW CONSTRUCTION ☒

EXPANSION OF EXISTING DEVELOPMENT ☐

GENERAL DESCRIPTION OF ACTION:

OF UNITS: 374

BUILDING SIZE: 361,011 (sq. ft.)

Note: changes made to development proposals / assumptions, from the information provided above, will result in a new TIS determination.

APPLICANT OR REPRESENTATIVE

Terry Q. Bra

DATE 06/28/2012

(To be signed upon completion of processing by the Traffic Engineer)

Planning Department, Development & Building Services Division, Transportation Development Section -
2ND Floor West, 600 2nd St. NW, Plaza del Sol Building, City, 87102, phone 924-3994

TRAFFIC IMPACT STUDY (TIS) REQUIRED: YES ☐ NO ☐ BORDERLINE ☐

THRESHOLDS MET? YES ☒ NO ☐ MITIGATING REASONS FOR NOT REQUIRING TIS: PREVIOUSLY STUDIED: ☐

Notes:

TIS must be submitted on or before Monday, July 2, 2012. If TIS is submitted after July 2, 2012, project will be subject to deferral.

If a TIS is required: a scoping meeting (as outlined in the development process manual) must be held to define the level of analysis needed and the parameters of the study. **Any subsequent changes to the development proposal identified above may require an update or new TIS.**

TRAFFIC ENGINEER

06/28/2012

DATE

Required TIS **must be completed prior to applying to the EPC and/or the DRB.** Arrangements must be made prior to submittal if a variance to this procedure is requested and noted on this form, otherwise the application may not be accepted or deferred if the arrangements are not complied with.

TIS -SUBMITTED ///
-FINALIZED ///

TRAFFIC ENGINEER

DATE

Revised January 20, 2011

June 26, 2012

Richard Schaefer
Vista Grande Neighborhood Association
3579 Sequoia Pl. NW
Albuquerque, NM 87120

Re: Oxbow Town Center - North
Coors Boulevard NW, north side of St. Josephs Drive
Request for Site Development Plan for Subdivision and Building Permit for Tracts X-1-A1 & X-1-A2
Request for University of Albuquerque Sector Development Plan Amendment for Parcel B
Request for Zone Map Amendment to allow residential uses on Parcel B

Dear Mr. Schaefer:

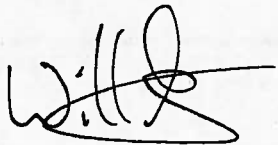
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The area is a designated Community Activity Center, establishing a framework for a mix of uses, including medium density residential. The goal is to provide a mix of residential and commercial uses for the surrounding area at a scale and density appropriate to the area.

The EPC hearing date is scheduled for August 9th, 2012. If you have any questions or need clarification of anything contained herein, please contact Tim Trujillo or myself at 761-9700.

Sincerely,



Will Gleason, AICP
Dekker/Perich/Sabatini Ltd.
Agent for Oxbow Town Center LLC

■■■
architecture
interiors
landscape
planning
engineering

June 26, 2012

Berent Groth
Vista Grande Neighborhood Association
3546 Sequoia Pl. NW
Albuquerque, NM 87120

Re: Oxbow Town Center - North
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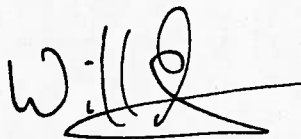
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Agent for Oxbow Town Center LLC

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June 26, 2012

Judy Kanester
Villa De Paz Homeowners Association Inc.
54 Calle Monte Aplanado NW
Albuquerque, NM 87120

Re: Oxbow Town Center - North
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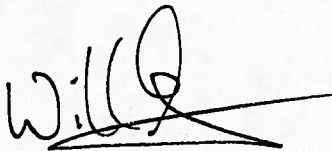
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Agent for Oxbow Town Center LLC

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June 26, 2012

John Scholz
Villa De Paz Homeowners Association Inc.
115 Calle Solse Mete NW
Albuquerque, NM 87120

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Agent for Oxbow Town Center LLC

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June 26, 2012

Marie Ludi
Ladera Heights Neighborhood Association
6216 St. Josephs NW
Albuquerque, NM 87120

Re: Oxbow Town Center - North
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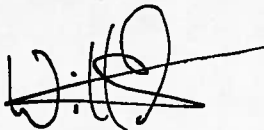
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The area is a designated Community Activity Center, establishing a framework for a mix of uses, including medium density residential. The goal is to provide a mix of residential and commercial uses for the surrounding area at a scale and density appropriate to the area.

The EPC hearing date is scheduled for August 9th, 2012. If you have any questions or need clarification of anything contained herein, please contact Tim Trujillo or myself at 761-9700.

Sincerely,



Will Gleason, AICP
Dekker/Perich/Sabatini Ltd.
Agent for Oxbow Town Center LLC

■ ■ ■
architecture
interiors
landscape
planning
engineering

June 26, 2012

Allan Ludi
Ladera Heights Neighborhood Association
6216 St. Josephs NW
Albuquerque, NM 87120

Re: Oxbow Town Center - North
Coors Boulevard NW, north side of St. Josephs Drive
Request for Site Development Plan for Subdivision and Building Permit for Tracts X-1-A1 & X-1-A2
Request for University of Albuquerque Sector Development Plan Amendment for Parcel B
Request for Zone Map Amendment to allow residential uses on Parcel B

Dear Mr. Ludi:

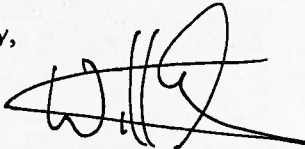
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Sincerely,



Will Gleason, AICP
Dekker/Perich/Sabatini Ltd.
Agent for Oxbow Town Center LLC

■ ■ ■
architecture
interiors
landscape
planning
engineering

June 26, 2012

Candelaria Patterson
Westside Coalition of Neighborhood Associations
7608 Elderwood NW
Albuquerque, NM 87120

Re: Oxbow Town Center - North
Coors Boulevard NW, north side of St. Josephs Drive
Request for Site Development Plan for Subdivision and Building Permit for Tracts X-1-A1 & X-1-A2
Request for University of Albuquerque Sector Development Plan Amendment for Parcel B
Request for Zone Map Amendment to allow residential uses on Parcel B

Dear Ms. Patterson:

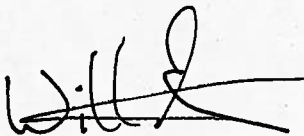
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Sincerely,



Will Gleason, AICP
Dekker/Perich/Sabatini Ltd.
Agent for Oxbow Town Center LLC

■ ■ ■

architecture

interiors

landscape

planning

engineering

June 28, 2012



Mr. Doug Peterson
Chair, Environmental Planning Commission
City of Albuquerque Planning Department
600 2nd St. NW
Albuquerque, NM 87103

Re: Oxbow Town Center
Parcel B, University of Albuquerque Urban Center
Albuquerque, New Mexico, containing approximately 57 acres
Request for an Amendment to the University of Albuquerque Sector Plan and zone map
amendment to change the zoning on Parcel B
Request for approval of a Site Development Plan for Subdivision and for Building Permit
for Tract X1A2

Dear Mr. Peterson:

This letter is a request for approval of a Zone Map and Sector Plan Amendment from SU-3 for C-2 and O-1 Uses to SU-3 for R-3 and C-2 uses. The request also includes a new Site Plan for Subdivision and a Site Plan for Building Permit. The proposed 21.22 acre site at the northwest corner of Coors Boulevard and St. Joseph's Drive is part of Tract X1A2 as shown on Zone Atlas Page G-11-Z. The site is bordered by a ten acre church site on the west, single family residential on the north, and vacant land on the south.

A larger Site Plan for Subdivision that covered 48 acres on both sides of St. Joseph's Drive was submitted to the City in 2007. At the time, the entire 48-acre site was anticipated to be developed for regional commercial and office uses. This application went through EPC and DRB but did not receive final sign-off; the Site Plan for Subdivision was not "perfected" and the final plat was not approved. The zoning request that accompanied the 2007 submittal was recommended for approval by the EPC (Notice of Decision dated April 27, 2007, and approved at City Council (R-2007-112). This current re-zoning request is essentially a request to revert to the prior mixed-use zoning designation that allowed residential uses on the property.

Since the last EPC/DRB actions on this property, the market for retail development has changed considerably. The demand for new retail space has dropped and the demand for new office has all but disappeared. The primary justification for removing residential uses, the overcrowding condition of public schools in the area, has abated considerably. With the construction of new schools on the west side, Albuquerque Public Schools have "caught up" to the overcrowding condition.

The owners of the property have an offer from a reputable multi-family developer to create approximately 150 units of senior housing and 224 units of affordable, high quality apartments on the north side of St. Josephs. But this will require a zone change, essentially reverting to the zoning that was in place prior to the 2007 rezoning action.

Project Description for Oxbow Town Center

June 28, 2012

Page 1 of 2

The proposed Site Development Plan for Building Permit and Site Development Plan for Subdivision have been developed in coordination with the larger proposed development in the area. Quaker Heights Rd. would connect to the north of the site and the intersection at St. Joseph's Drive would be designed to accommodate a future signalized intersection. Access off of Coors is not needed for this phase of work but a future connection point along Coors is integrated into the site plan.

We are requesting that the language in the University of Albuquerque Sector Plan that was amended in 2007 be changed to the following. *SU-3 for Church and related uses for approximately 10 acres; a minimum of approximately 15 acres shall be developed for R-3 and the balance of the property is to be developed as (C-2) commercial or (O-1) office.* This sector plan amendment would be accompanied by a zone map amendment reflecting the same zoning changes and corresponding to the accompanying replatting actions. The R-3 designation would be applied to two new tracts that are now part of Tract X1A2.

We respectfully request approval of a Zone Map Amendment to SU-3 for R-3 and C-2 uses and an accompanying amendment to the University of Albuquerque Sector Plan, along with approval of the Site Development Plan for Subdivision and Building Permit. If you have any questions or need clarification of anything contained herein, please contact me at 761-9700.

Sincerely,

Dekker/Perich/Sabatini
Agent for Oxbow Town Center, LLC

A handwritten signature in black ink, appearing to read 'Will Gleason', with a long horizontal line extending to the right.

Will Gleason, AICP, LEED AP



City of Albuquerque

P.O. Box 1293, Albuquerque, NM 87103

June 25, 2012

Tim Trujillo
Dekker Perich Sabatini
7601 Jefferson NE, Suite 100/87109
Phone: 505-761-9700/Fax: 505-761-4222
E-mail: timt@dpsdesign.org

Dear Tim:

Thank you for your inquiry of June 25, 2012 requesting the names of **ALL Neighborhood and/or Homeowner Associations and Coalitions** who would be affected under the provisions of O-92 by your proposed project at **(EPC SUBMITTAL) – TRACT X-1-A2 PLAT OF TRACTS Z-1-A1 AND X-1-A2, TRAC X-1-A1 PLAT OF TRACTS X-1-A1 AND X-1-A2 AND TRACT X-2-A AMENDED PLAT OF TRACS X—A AND X-2-B, THE UNIVERSITY OF ALBUQUERQUE URBAN CENTER, LOCATED ON ST. JOSEPH'S DRIVE NW BETWEEN COORS BOULEVARD NW AND ATRISCO DRIVE NW** Zone Map: **G-11**.

Our records indicate that the **Neighborhood and/or Homeowner Associations and Coalitions** affected by this proposal and the contact names are as follows:

See "Attachment A" for the names of the NA/HOA's/Coalitions to contact in regards to this EPC Submittal.

Please note that according to O-92 you are required to notify each of these contact persons by certified mail, return receipt requested, before the Planning Department will accept your application filing. **IMPORTANT!** Failure of adequate notification may result in your Application Hearing being deferred for 30 days. If you have any questions about the information provided, please contact me at (505) 924-3902 or via an e-mail message at swinklepleck@cabq.gov or by fax at (505) 924-3913.

Sincerely,

Stephani Winklepleck

Stephani Winklepleck
Neighborhood Liaison
OFFICE OF NEIGHBORHOOD COORDINATION
Planning Department

PLEASE NOTE: The Neighborhood and/or Homeowner Association information listed in this letter is valid for one (1) month.

If you haven't filed your application within one (1) month of the date of this letter – you will need to get an updated letter from our office

**LETTERS MUST BE SENT TO BOTH
CONTACTS OF EACH
NEIGHBORHOOD AND/OR
HOMEOWNER ASSOCIATION.**

planningrnaform(03/20/12)

!!!Notice to Applicants!!!

SUGGESTED INFORMATION FOR NEIGHBORHOOD NOTIFICATION LETTERS

Applicants for Zone Change, Site Plan, Sector Development Plan approval or an amendment to a Sector Development Plan by the EPC, DRB, etc. are required under Council Bill O-92 to notify all affected recognized neighborhood associations PRIOR TO FILING THE APPLICATION TO THE PLANNING DEPARTMENT. Because the purpose of the notification is to ensure communication as a means of identifying and resolving problems early, it is essential that the notification be fully informative.

WE RECOMMEND THAT THE NOTIFICATION LETTER INCLUDE THE FOLLOWING INFORMATION:

1. The street address of the subject property.
2. The legal description of the property, including lot or tract number (if any), block number (if any), and name of the subdivision.
3. A physical description of the location, referenced to streets and existing land uses.
4. A complete description of the actions requested of the EPC:
 - a) If a **ZONE CHANGE OR ANNEXATION**, the name of the existing zone category and primary uses and the name of the proposed category and primary uses (i.e., "from the R-T Townhouse zone, to the C-2 Community Commercial zone").
 - b) If a **SITE DEVELOPMENT OR MASTER DEVELOPMENT PLAN** approval or amendment describe the physical nature of the proposal (i.e., "an amendment to the approved plan to allow a drive-through restaurant to be located just east of the main shopping center entrance off Montgomery Blvd.").
 - c) If a **SECTOR DEVELOPMENT PLAN OR PLAN AMENDMENT** a general description of the plan area, plan concept, the mix of zoning and land use categories proposed and description of major features such as location of significant shopping centers, employment centers, parks and other public facilities.
 - d) The name, address and telephone number of the applicant and of the agent (if any). In particular the name of an individual contact person will be helpful so that neighborhood associations may contact someone with questions or comments.

Information from the Office of Neighborhood Coordination

The following information should always be in each application packet that you submit for an EPC or DRB application. Listed below is a "Checklist" of the items needed.

- ☒ **ONC's "Official" Letter to the applicant (if there are associations). A copy must be submitted with application packet -OR-**
- ☐ The ONC "Official" Letter (if there are no associations). A copy must be submitted with application packet.
- ☒ **Copies of Letters to Neighborhood and/or Homeowners Associations (if there are associations). A copy must be submitted with application packet.**
- ☒ **Copies of the certified receipts to Neighborhood and/or Homeowners Associations (if there are associations). A copy must be submitted with application packet.**

Just a reminder - Our ONC "Official" Letter is only valid for a one (1) month period and if you haven't submitted your application by this date, you will need to get an updated letter from our office.

Any questions, please feel free to contact Stephani at 924-3902 or via an e-mail message at swinklepleck@cabq.gov.

Thank you for your cooperation on this matter.

(below this line for ONC use only)

Date of Inquiry: 06/25/12 Time Entered: 2:10 p.m. ONC Rep. Initials: siw

"ATTACHMENT A"

Tim Trujillo
Dekker Perich Sabatini
7601 Jefferson NE, Suite 100/87109
Phone: 505-761-9700/Fax: 505-761-4222
Zone Map – G-11

LADERA HEIGHTS N.A. (LDH) "R"

- ***Allan Ludi**
6216 St. Josephs NW/87120 839-9153 (h)
- Marie Ludi
6216 St. Josephs NW/87120 839-9153 (h)

VILLA DE PAZ H.O.A., INC. (VDP)

- ***John Scholz**
115 Calle Solse Mete NW/87120 489-3402 (h)
- Judy Kanester
54 Calle Monte Aplanado NW/87120

VISTA GRANDE N.A. (VTG) "R"

- ***Berent Groth**
3546 Sequoia Pl. NW/87120 266-6700 (h)
- Richard Schaefer
3579 Sequoia Pl. NW/87120 836-3673 (h)

WESTSIDE COALITION OF N.A.'S

- ***Gerald (Jerry) C. Worrall**, 1039 Pinatubo Pl. NW/87120 839-0893 (h) 933-1919 (c)
- Candelaria (Candy) Patterson, 7608 Elderwood NW/87120 321-1761 (c)

*** indicates President of Association**

June 26, 2012

Gerald C. Worrall
Westside Coalition of Neighborhood Associations
1039 Pinatubo Pl NW
Albuquerque, NM 87120

Re: Oxbow Town Center - North
Coors Boulevard NW, north side of St. Josephs Drive
Request for Site Development Plan for Subdivision and Building Permit for Tracts X-1-A1 & X-1-A2
Request for University of Albuquerque Sector Development Plan Amendment for Parcel B
Request for Zone Map Amendment to allow residential uses on Parcel B

Dear Mr. Worrall:

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Sincerely,



Will Gleason, AICP
Dekker/Perich/Sabatini Ltd.
Agent for Oxbow Town Center LLC

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Restricted Delivery Fee (Endorsement Required)	
Total Postage & Fees	\$ 5.70

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 Street, Apt. No.,
 or PO Box No. **6216 ST. JOSEPHS NW**
 City, State, ZIP+4
ALBUQUERQUE, NM 87120
 PS Form 3800, June 2002 See Reverse for Instructions

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Return Receipt Fee (Endorsement Required)	2.35
Restricted Delivery Fee (Endorsement Required)	
Total Postage & Fees	\$ 5.70

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Sent To **ALLAN LUDI**
 Street, Apt. No.,
 or PO Box No. **6216 ST. JOSEPHS NW**
 City, State, ZIP+4
ALBUQUERQUE, N.M. 87120
 PS Form 3800, June 2002 See Reverse for Instructions

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Restricted Delivery Fee (Endorsement Required)	
Total Postage & Fees	\$ 5.70

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Sent To **JOHN SCHOLZ**
 Street, Apt. No.,
 or PO Box No. **115 CALLE SOLSE METE NW**
 City, State, ZIP+4
ALBUQUERQUE, NM 87120
 PS Form 3800, June 2002 See Reverse for Instructions

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Restricted Delivery Fee (Endorsement Required)	
Total Postage & Fees	\$ 5.70

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Sent To **JUDY KANESTER**
 Street, Apt. No.,
 or PO Box No. **54 CALLE MONTE APLANADO NW**
 City, State, ZIP+4
ALBUQUERQUE, NM 87120
 PS Form 3800, June 2002 See Reverse for Instructions

7005 1820 0001 2729 1067

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PS Form 3800, June 2002 See Reverse for Instructions	

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PS Form 3800, June 2002 See Reverse for Instructions	

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OFFICIAL USE	
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Certified Fee	2.90
Return Receipt Fee (Endorsement Required)	2.35
Restricted Delivery Fee (Endorsement Required)	
Total Postage & Fees	\$ 5.70
Sent To CANDELARIA PATTERSON Street, Apt. No.; or PO Box No. 7608 ELDERWOOD NW City, State, ZIP+4 ALBUQUERQUE NM 87120	
PS Form 3800, June 2002 See Reverse for Instructions	

7005 1820 0001 2729 1043

U.S. Postal Service™ CERTIFIED MAIL™ RECEIPT (Domestic Mail Only; No Insurance Coverage Provided)	
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OFFICIAL USE	
Postage	\$ 0.45
Certified Fee	2.90
Return Receipt Fee (Endorsement Required)	2.35
Restricted Delivery Fee (Endorsement Required)	
Total Postage & Fees	\$ 5.70
Sent To GERALD C. WORRALL Street, Apt. No.; or PO Box No. 1039 PINATUBO PL NW City, State, ZIP+4 ALBUQUERQUE, NM 87120	
PS Form 3800, June 2002 See Reverse for Instructions	

SITE DEVELOPMENT PLAN FOR BUILDING PERMIT CHECKLIST

This checklist will be used to verify the completeness of site plans submitted for review by the Environmental Planning Commission and Development Review Board. Because development proposals vary in type and scale, there may be submittal requirements that are not specified here. Nonetheless, applicants are responsible for providing a complete submittal. Certification as specified below is required.

I CERTIFY THAT THE SUBMITTED SITE DEVELOPMENT PLAN IS COMPLETE AND ACCURATE, AND THAT ALL APPLICABLE INFORMATION AS SPECIFIED IN THIS CHECKLIST IS PROVIDED. FURTHER, I UNDERSTAND THAT THIS APPLICATION IS BEING ACCEPTED PROVISIONALLY AND THAT INACCURATE AND/OR INCOMPLETE INFORMATION MAY RESULT IN THE SUBSEQUENT REJECTION OF THE APPLICATION OR IN A DELAY OF ONE MONTH OR MORE IN THE DATE THE APPLICATION IS SCHEDULED FOR PUBLIC HEARING.

 6.28.12
Applicant or Agent Signature / Date

NOTE: MAXIMUM SIZE FOR SUBMITTAL IS 24" X 36".

Site development plan packets shall be composed of the following plan sheets (unless otherwise approved in writing prior to submittal by the Planning Department):

1. **Site Plan** (including utilities and easements)
2. **Landscaping Plan**
3. **Preliminary Grading Plan** (A separate Grading Plan sheet is required for a sites 1 acre or more.)
4. **Building and Structure Elevations**
5. **Conceptual Utility Plan**
6. **Previously approved Development Plan (if applicable)**

Submitted plan packets must be organized in the above manner. The following checklist describes the minimum information necessary for each plan element. **The Applicant must include all checklist items on their site plan drawings and confirm inclusion by checking off the items below. Non-applicable items must be labeled "N/A."** Each non-applicable designation must be explained by notation on the Checklist.

Accompanying Material

- ☒ A. 8-1/2" x 11" reduction for each plan sheet.
- ☒ B. **Written project summary.** Each application must include a brief narrative description of the proposed project, its primary features and how compatibility with the surrounding context has been achieved.

SHEET #1 - SITE PLAN

A. General Information

- ☒ 1. Date of drawing and/or last revision
- ☒ 2. Scale: 1.0 acre or less 1" = 10'
 1.0 - 5.0 acres 1" = 20'
 Over 5 acres 1" = 50'
 Over 20 acres 1" = 100' [Other scales as approved by staff]
- ☒ 3. Bar scale
- ☒ 4. North arrow
- ☒ 5. Scaled vicinity map
- ☒ 6. Property lines (clearly identify)
- ☒ 7. Existing and proposed easements (identify each)
- ☒ 8. Phases of development including location and square footages of structures, circulation, parking and landscaping

SITE DEVELOPMENT PLAN FOR BUILDING PERMIT CHECKLIST

B. Proposed Development (If supplemental Sheets are used please indicate sheet #)

1. Structural

- ☒ A. Location of existing & proposed structures (distinguish between existing & proposed, include phasing)
- ☒ B. Square footage of each structure
- ☒ C. Proposed use of each structure
- ☒ D. Temporary structures, signs and other improvements
- ☒ E. Walls, fences, and screening: indicate height, length, color and materials
- ☒ F. Dimensions of all principal site elements or typical dimensions thereof
- ☒ G. Loading facilities
- ☒ H. Site lighting (indicate height & fixture type)
- ☒ I. Indicate structures within 20 feet of site
- ☒ J. Elevation drawing of refuse container and enclosure, if applicable.
- ☒ K. Site amenities including patios, benches, tables, (indicating square footage of patios/ plazas).

2. Parking and Circulation

- ☒ A. Parking layout with spaces numbered per aisle and totaled.
 - ☒ 1. Location and typical dimensions, including handicapped spaces
640-10% TRANSIT
 - ☒ 2. Calculations: spaces required: 576 provided: 580
Handicapped spaces (included in required total) required: 18 provided: 18
Motorcycle spaces (in addition to required total) required: 6 provided: 6
- ☒ B. Bicycle parking & facilities
 - ☒ 1. Bicycle racks, spaces required: 187 provided: 190
 - ☒ 2. Bikeways and other bicycle facilities, if applicable
- ☒ C. Public Transit
 - ☒ 1. Bus facilities, including routes, bays and shelters existing or required
- ☒ D. Pedestrian Circulation
 - ☒ 1. Location and dimensions of all sidewalks and pedestrian paths
 - ☒ 2. Location and dimension of drive aisle crossings, including paving treatment
- ☒ E. Vehicular Circulation (Refer to Chapter 23 of DPM)
 - ☒ 1. Ingress and egress locations, including width and curve radii dimensions
 - ☒ 2. Drive aisle locations, including width and curve radii dimensions
 - ☒ 3. End aisle locations, including width and curve radii dimensions
 - ☒ 4. Location & orientation of refuse enclosure, with dimensions
 - ☒ 5. Curb cut locations and dimensions
 - ☒ 6. Existing and proposed street widths, right-of-way widths and curve radii
 - ☒ 7. Identify existing and proposed turn lanes, deceleration lanes and similar features related to the functioning of the proposal; with dimensions
 - ☒ 8. Location of traffic signs and signals related to the functioning of the proposal
 - ☒ 9. Identify existing and proposed medians and median cuts

SITE DEVELOPMENT PLAN FOR BUILDING PERMIT CHECKLIST

3. Phasing

- ☒ A. Proposed phasing of improvements and provision for interim facilities. Indicate phasing plan, including location and square footage of structures and associated improvements including circulation, parking and landscaping.

SHEET #2 LANDSCAPING PLAN

Landscaping may be shown on sheet #1 with written approval from Planning Department staff.

- ☒ 1. Scale - must be same as scale on sheet #1 - Site plan
- ☒ 2. Bar Scale
- ☒ 3. North Arrow
- ☒ 4. Property Lines
- ☒ 5. Existing and proposed easements
- ☒ 6. Identify nature of ground cover materials
- ☒ A. Impervious areas (pavement, sidewalks, slope pavings, curb and gutters, etc.)
- ☒ B. Pervious areas (planting beds, grass, ground cover vegetation, etc.)
- ☒ C. Ponding areas either for drainage or landscaping/recreational use
- ☒ 7. Identify type, location and size of plantings (common and/or botanical names).
- ☒ A. Existing, indicating whether it is to be preserved or removed.
- ☒ B. Proposed, to be established for general landscaping.
- ☒ C. Proposed, to be established for screening/buffering.
- ☒ 8. Describe irrigation system - Phase I & II . . .
- ☒ 9. Backflow prevention detail
- ☒ 10. Planting Beds, indicating square footage of each bed
- ☒ 11. Turf Area - only 20% of landscaped area can be high water turf; provide square footage and percentage.
- ☒ 12. Responsibility for Maintenance (statement)
- ☒ 13. Statement of compliance with Water Conservation...Ordinance, see article 6-1-1-1.
- ☒ 14. Landscaped area requirement; square footage and percent (specify clearly on plan)
- ☒ 15. Landscaped area provided; square footage and percent (specify clearly on plan)
- ☒ 16. Planting or tree well detail
- ☒ 17. Street Tree Plan as defined in the Street Tree Ord.

SHEET # 3 PRELIMINARY GRADING PLAN

The Preliminary Grading Plan provides the Planning Commission and staff with an understanding of site topography and how it relates to adjacent property. Planning staff may waive or allow adjustments to the Preliminary Grading Plan requirements for sites that are small, relatively flat and have no existing or proposed extraordinary drainage facilities. Waivers must be obtained in writing from the City Engineer prior to application submittal.

Grading information for sites that are under 1 acre can be included on Sheet #1 with written approval from the Planning Department Staff.

A. General Information

- ☒ 1. Scale - must be same as Sheet #1 - Site Plan
- ☒ 2. Bar Scale
- ☒ 3. North Arrow
- ☒ 4. Property Lines
- ☒ 5. Existing and proposed easements

SITE DEVELOPMENT PLAN FOR BUILDING PERMIT CHECKLIST

- ☒ 6. Building footprints
- ☒ 7. Location of Retaining walls

B. Grading Information

- ☒ 1. On the plan sheet, provide a narrative description of existing site topography, proposed grading improvements and topography within 100 feet of the site.
- ☒ 2. Indicate finished floor elevation and provide spot elevations for all corners of the site (existing and proposed) and points of maximum cut or fill exceeding 1 foot.
- ☒ 3. Identify ponding areas
- ☒ 4. Cross Sections
Provide cross section for all perimeter property lines where the grade change is greater than 4 feet at the point of the greatest grade change. Provide one additional cross section in each direction within no more than 100 feet of the reference point.

SHEET #4 UTILITY PLAN

- ☒ 1. Fire hydrant locations, existing and proposed.
- ☒ 2. Distribution lines
- ☒ 3. Right-of-Way and easements, existing and proposed, on the property and adjacent to the boundaries, with identification of types and dimensions.
- ☒ 4. Existing water, sewer, storm drainage facilities (public and/or private).
- ☒ 5. Proposed water, sewer, storm drainage facilities (public and/or private)

SHEET #5 BUILDING AND STRUCTURE ELEVATIONS

A. General Information

- ☒ A. Scale (minimum of 1/8" or as approved by Planning Staff).
- ☒ B. Bar Scale
- ☒ C. Detailed Building Elevations for each facade
 - ☒ 1. Identify facade orientation (north, south, east, & west).
 - ☒ 2. Facade dimensions including overall height and width
 - ☒ 3. Location, dimensions, materials, and colors of principle facade elements- windows, doors, etc.
 - ☒ 4. For EPC and DRB submittals only – Color renderings or similar (12 copies) illustrations
- ☒ E. Site Development Plans for single family residential projects with multiple units may require submittal of specific information on building features in lieu of elevation drawings for each building. Applicants are advised to discussed submittal requirements with Planning Department staff.

B. Signage

- ☒ 1. Site location(s)
- ☒ 2. Sign elevations to scale
- ☒ 3. Dimensions, including height and width
- ☒ 4. Sign face area - dimensions and square footage clearly indicated
- ☒ 5. Lighting
- ☒ 6. Materials and colors for sign face and structural elements.



City of Albuquerque
P.O. Box 1293 Albuquerque, New Mexico 87103
Planning Department
Deborah Stover, Director

Richard J. Berry, Mayor
June 13, 2012

Robert J. Perry, CAO

SUBJECT: ALBUQUERQUE ARCHAEOLOGICAL ORDINANCE—Compliance

Documentation

Project Number(s): Oxbow Apartments
Case Number(s):
Agent:
Applicant: DBG Properties LLC
Legal Description: Parcel H, Oxbow Town Center
Zoning: SU-3 and C-2 uses; zone change request to R-3 for multifamily housing.
Acreage: 15.23 acres
Zone Atlas Page: G-11

CERTIFICATE OF NO EFFECT: Yes **X** No

CERTIFICATE OF APPROVAL: Yes No

TREATMENT PLAN REVIEW:

DISCOVERY:

SUPPORTING DOCUMENTATION:

An Archaeological Survey of the Oxbow Town Center, 21 Acres on Albuquerque's West Side, Bernalillo County NM by Matthew J. Barbour (NMGRIS #124125, Office of Archaeological Studies MNM/DCA; Robert Dello-Russo P.I.)

SITE VISIT: n/a

RECOMMENDATION(S):

- ***CERTIFICATE OF NO EFFECT IS ISSUED (ref O-07-72 Section 4B(1)— no significant sites in project area)***

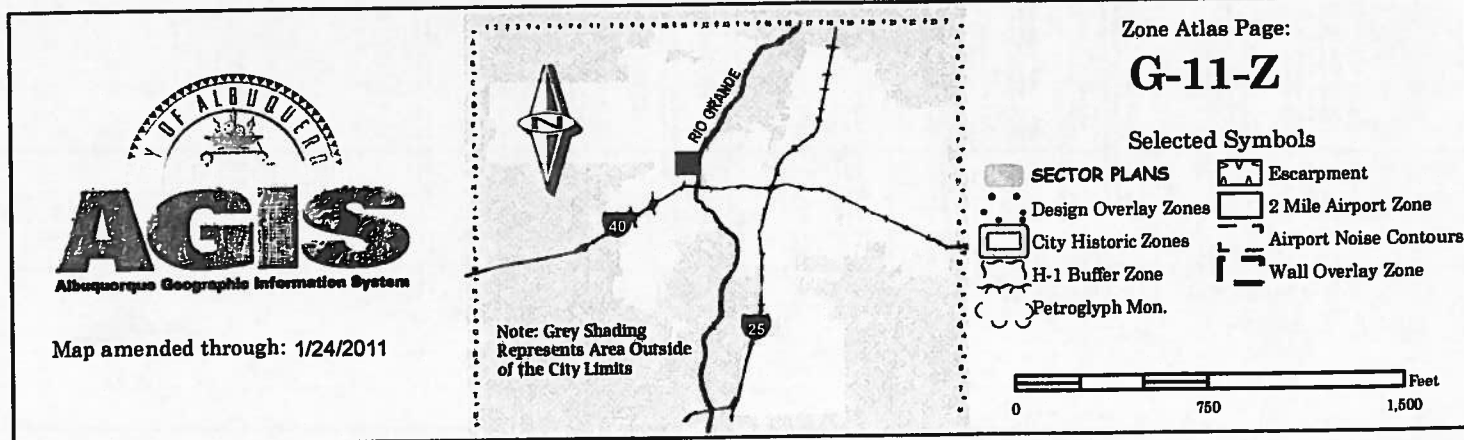
SUBMITTED:

Matthew Schmader, PhD
Superintendent, Open Space Division
City Archaeologist

[illegible]



For more current information and more details visit: <http://www.cabq.gov/gis>



Oxbow Town Center, LLC
P.O. Box AA
Albuquerque, NM 87103

June 26, 2012

Albuquerque Planning Department
P.O. Box 1293
Albuquerque, New Mexico 87103

Re: Zoning and Subdivision Actions; Appointment of Agent

Ladies and Gentlemen:

Oxbow Town Center, LLC is the owner of the following parcels (the "Property"):

1. Tract X-1-A2, as the same is shown and designated on the plat entitled "PLAT OF TRACTS X-1-A1 & X-1-A2, UNIVERSITY OF ALBUQUERQUE URBAN CENTER, ALBUQUERQUE, BERNALILLO COUNTY, NEW MEXICO, FEBRUARY 1998," filed in the Office of the County Clerk of Bernalillo County, New Mexico, on March 12, 1998, in Plat Book 98C, page 68.
2. Tract X-2-A, as the same is shown and designated on the plat entitled "AMENDED PLAT OF TRACTS X-2-A & X-2-B, THE UNIVERSITY OF ALBUQUERQUE URBAN CENTER, ALBUQUERQUE, BERNALILLO COUNTY, NEW MEXICO, JANUARY 1995," filed in the Office of the County Clerk of Bernalillo County, New Mexico, on July 10, 1995, in Plat Book 95C, page 250.

Oxbow Town Center, LLC is under contract to sell an approximately 15.2476 acre portion of the Property, designated as "Parcel H" on the Major Preliminary Plat of Oxbow Town Center (DRB Project# 1005357). The contract purchaser is DBG Properties LLC.

Please accept this letter as the appointment by the owner, Oxbow Town Center, LLC, of DBG Properties LLC and its architects and land use planners, Dekker/Perich/Sabatini, as the owner's agents for the purposes of (i) processing any zone changes, sector plan revisions and other land use planning applications with respect to the Property, and (ii) processing any subdivision plats and/or revisions to the Major Preliminary Plat of Oxbow Town Center. Thank you.

Sincerely,

OXBOW TOWN CENTER, LLC

By: 

Thomas F. Keleher
Managing Member

